

Maintenance for lifts and escalators — Rules for maintenance instructions

ICS 91.140.90

National foreword

This British Standard is the UK implementation of EN 13015:2001+A1:2008. It supersedes BS EN 13015:2001 which is withdrawn.

The start and finish of text introduced or altered by amendment is indicated in the text by tags. Tags indicating changes to CEN text carry the number of the CEN amendment. For example, text altered by CEN amendment A1 is indicated by A1 A1.

The UK participation in its preparation was entrusted to Technical Committee MHE/4, Lifts, hoists and escalators.

A list of organizations represented on this committee can be obtained on request to its secretary.

This publication does not purport to include all the necessary provisions of a contract. Users are responsible for its correct application.

Compliance with a British Standard cannot confer immunity from legal obligations.

This British Standard was published under the authority of the Standards Policy and Strategy Committee on 15 November 2001

© BSI 2009

ISBN 978 0 580 61708 9

Amendments/corrigenda issued since publication

Date	Comments
30 June 2009	Implementation of CEN amendment A1:2008

English Version

Maintenance for lifts and escalators - Rules for maintenance instructions

Maintenance pour les ascenseurs et les escaliers
mécaniques - Règles pour les instructions de maintenance

Instandhaltung von Aufzügen und Fahrtreppen - Regeln für
Instandhaltungsanweisungen

This European Standard was approved by CEN on 21 June 2001 and includes Amendment 1 approved by CEN on 29 June 2008.

CEN members are bound to comply with the CEN/CENELEC Internal Regulations which stipulate the conditions for giving this European Standard the status of a national standard without any alteration. Up-to-date lists and bibliographical references concerning such national standards may be obtained on application to the CEN Management Centre or to any CEN member.

This European Standard exists in three official versions (English, French, German). A version in any other language made by translation under the responsibility of a CEN member into its own language and notified to the CEN Management Centre has the same status as the official versions.

CEN members are the national standards bodies of Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland and United Kingdom.



EUROPEAN COMMITTEE FOR STANDARDIZATION
COMITÉ EUROPÉEN DE NORMALISATION
EUROPÄISCHES KOMITEE FÜR NORMUNG

Management Centre: rue de Stassart, 36 B-1050 Brussels

Contents	page
Foreword.....	3
0 Introduction	3
1 Scope	3
2 Normative references	3
3 Definitions	4
4 Elaboration of maintenance instructions	5
4.1 General.....	5
4.2 Elements to be taken into account for the maintenance instructions	6
4.3 Information to be included in the maintenance instructions	6
4.3.1 General.....	6
4.3.2 Information to the owner of the installation.....	6
4.3.3 Information for the maintenance organisation	9
5 Risk assessment.....	10
5.1 General.....	10
5.2 Information for the maintenance organisation	11
6 Information to the owner for lift rescue operations	11
7 Markings, signs, pictograms and written warnings	12
8 Format of the maintenance instruction handbook.....	12
Annex ZA (informative)  Relationship between this European Standard and the Essential Requirements of EC Directive 98/37/EC 	19
Annex ZB (informative)  Relationship between this European Standard and the Essential Requirements of EC Directive 2006/42/EC 	20
Annex ZC (informative)  Relationship between this European Standard and the Essential Requirements of EC Directive 95/16/EC 	21

Foreword

This document (EN 13015:2001+A1:2008) has been prepared by Technical Committee CEN/TC 10, "Lifts, escalators and moving walks", the secretariat of which is held by AFNOR.

This European Standard shall be given the status of a national standard, either by publication of an identical text or by endorsement, at the latest by January 2009, and conflicting national standards shall be withdrawn at the latest by January 2009.

This document includes Amendment 1, approved by CEN on 2008-06-29.

This document supersedes EN 13015:2001.

The start and finish of text introduced or altered by amendment is indicated in the text by tags **A1** **A1**.

This document has been prepared under a mandate given to CEN by the European Commission and the European Free Trade Association, and supports essential requirements of EC Directive(s).

A1 For relationship with EC Directive(s), see informative Annexes ZA, ZB and ZC, which are integral parts of this document. **A1**

According to the CEN/CENELEC Internal Regulations, the national standards organizations of the following countries are bound to implement this European Standard: Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland and United Kingdom.

0 Introduction

This European Standard is a type C standard as stated in EN 1070.

Only correct and preventative maintenance performed by a competent maintenance person in conformity with the maintenance instructions can ensure the safe and intended functioning of an installation.

In this Standard it is assumed that the installation to be maintained has been legally placed on the market.

1 Scope

This European Standard specifies the elements necessary for the preparation of the instructions for the maintenance operations, as in **3.1**, which are provided for new installed passenger lifts, goods passenger lifts, accessible goods only lifts, service lifts, escalators and passenger conveyors.

This European Standard does not cover:

- a) instructions for the installation and the dismantling;
- b) any legal examinations and tests based on national regulations.

Existing installations are not covered by this Standard, but it can be taken as a reference.

2 Normative references

This European Standard incorporates by dated or undated reference provisions from other publications. These normative references are cited at the appropriate places in the text, and the publications are listed hereafter. For dated references, subsequent amendments to or revisions of any of these publications apply to this European Standard only when incorporated in it by amendment or revision. For undated references, the latest edition of the publication referred to applies (including amendments).

EN 81-1, *Safety rules for the construction and installation of lifts - Part 1: Electric lifts*

EN 81-2, *Safety rules for the construction and installation of lifts - Part 2: Hydraulic lifts*

EN 81-3, *Safety rules for the construction and installation of lifts - Part 3: Electric and hydraulic service lifts*

[A1] deleted text **[A1]**

prEN 81-7, *Safety rules for the construction and installation of lifts - Part 7: Rack and pinion lifts*

[A1] deleted text **[A1]** EN 81-28, *Safety rules for the construction and installation of lifts - Part 28: Remote alarms on passenger and goods passenger lifts*

[A1] EN 115-1 **[A1]**, *Safety rules for the construction and installation of escalators and passenger conveyors*

[A1] EN ISO 14121-1:2007, *Safety of machinery - Risk assessment – Part 1: Principles (ISO 14121-1:2007)* **[A1]**

ISO 3864 **[A1]** series **[A1]**, *Safety colours and safety signs*

3 Definitions

For the purposes of this European Standard, the definitions in EN 81-1, EN 81-2, EN 81-3, **[A1]** deleted text **[A1]** prEN 81-7, **[A1]** deleted text **[A1]** EN 81-28, **[A1]** EN 115-1 **[A1]**, **[A1]** EN ISO 14121-1 **[A1]**, and the following apply:

3.1 maintenance

all the necessary operations to ensure the safe and intended functioning of the installation and its components after the completion of the installation and throughout its life cycle.

Maintenance includes:

a) lubrication, cleaning, etc.;

However, the following cleaning operations can be not considered as maintenance:

- 1) cleaning of the external parts of the well;
- 2) cleaning of the external parts of the escalator or passenger conveyor;
- 3) cleaning of the inside of the car.

b) checks;

c) passenger rescue operations;

d) the operations of setting and adjustment;

e) repair or changing of components which may occur due to wear or tear and do not affect the characteristics of the installation.

The following are not considered as maintenance operations:

- a) changing of a major component such as the machine, the car, the control panel, etc., or safety component such as safety gear, etc., even if the characteristics of the new component are the same as the original;
- b) replacement of the installation;
- c) modernisation of the installation, including the changing of any characteristic of the installation (such as speed, load, etc.);
- d) rescue operations carried out by Fire Brigades

3.2

maintenance organisation

company or part of company where competent maintenance person(s) carry out maintenance operations on behalf of the owner of the installation

3.3

competent maintenance person

designated person, suitably trained (see EN ISO 9000 series), qualified by knowledge and practical experience, provided with necessary instructions and supported within their maintenance organisation to enable the required maintenance operations to be safely carried out

3.4

manufacturer

natural or legal person who takes responsibility for the design, manufacture and placing on the market either of safety components for lifts or of machinery (escalator, passenger conveyor, service lift and accessible goods only lift)

3.5

installer

natural or legal person who takes responsibility for the design, manufacture, installation and placing on the market of lifts

3.6

installation

completely installed passenger lift or good passenger lift or accessible goods only lift or service lift or escalator or passenger conveyor

3.7

owner of the installation

natural or legal person who has the power of disposal of the installation and takes the responsibility for its operation and use

3.8

rescue operation

operation starting after receiving notification of a person(s) trapped in a lift and finishing by releasing the trapped person(s)

4 Elaboration of maintenance instructions

4.1 General

The installations covered by this European Standard shall be maintained in good working order in accordance with the installer's instructions. To this effect, regular maintenance of the installation shall be carried out, to ensure, in particular, the safety of the installation. The safety of an installation shall take into account the ability to be maintained without causing injury or damage to health.

Regular maintenance of the installation shall be carried out to ensure the reliability of the installation.

The access and the associated environment shall be maintained in good working order in accordance with the installer instructions.

The instructions for maintenance of an installation according to the Lifts Directive shall be provided by the installer, as defined in 3.5, after completion of the installation, as a result of a risk assessment.

The instructions for maintenance of the safety components of lifts shall be provided by the manufacturer to the installer as respectively defined in 3.4 and 3.5.

The instructions for maintenance of an installation according to the Machinery Directive shall be provided by the manufacturer, as defined in 3.4, when placed on the market, and be the result of a risk assessment.

In order that the aim of the maintenance instructions can be achieved, they shall be formulated so that they can be clearly and easily understood by competent maintenance persons.

The competence of the maintenance person within the maintenance organisation shall be continuously updated.

NOTE The owner of the installation should be informed that the qualification of the maintenance organisation is in conformity with the regulations applicable in the country in which the installation operates ; if no regulations exist, the qualification can be ensured by a certified quality system in accordance with EN ISO 9001 supplemented if necessary to take into account the specific features of the installation.

The installer/manufacture shall provide maintenance instructions intended for the owner of the installation (see **4.3.2**) including information intended for the maintenance organisation (see **4.3.3**).

4.2 Elements to be taken into account for the maintenance instructions

When preparing the content of the maintenance instructions (see **4.3**, clauses **5** and **6**) the following elements shall be taken into account:

- a) the specifications and the intended use of the installation (type of installation, performance, type of goods to be transported, type of users, etc.);
- b) the environment in which the installation and its components are installed (weather conditions, vandalism, etc.);
- c) any restriction of use;
- d) the result of the risk assessment (see clause **5**) for every working area and for every task to be undertaken;
- e) the specific maintenance instructions provided by the manufacturer of safety components;
- f) in case of components other than safety components, where maintenance is necessary, the maintenance instructions provided by the manufacturer of these components.

4.3 Information to be included in the maintenance instructions

4.3.1 General

The maintenance instructions shall contain information relating to the tasks of the owner and respectively the maintenance organisation.

4.3.2 Information to the owner of the installation

The information relating to the tasks of the owner of the installation shall include the following:

4.3.2.1 The need for the owner to keep the installation in a safe operating condition. To fulfil this the owner shall use a maintenance organisation complying with the requirements of the Standard.

NOTE It is recommended to inform the owner of the installation about the need to use a maintenance organisation with adequate and proper insurance cover provided by an insurance company.

4.3.2.2 The need for the owner to take care of any National regulations and other requirements, where relevant, and their implications on maintenance.

4.3.2.3 The need for planned maintenance to be carried out by a maintenance organisation, at the latest when the installation is put into service or if the installation is to remain unused for a long period of time before first being put into service.

4.3.2.4 The importance for the owner of the installation to have the same maintenance organisation in the case of several installations having common well/spaces and/or machine room.

4.3.2.5 The need for the owner of a passenger-/goods passenger lift to keep, as described in **A1** deleted text **A1**, EN 81-28, the two-way means of communication efficient and linked to a 24 h rescue service for the whole of the time that the installation can be used.

4.3.2.6 The need for the owner to remove the passenger-/goods passenger lift from service when the two-way means of communication is out of order.

4.3.2.7 The need for the owner to put the installation out of service in case of dangerous situations.